



Wasatch County

Planning Department
55 S 500 East Heber City, UT 84032
(435) 657-3205
planning@co.wasatch.ut.us

Application #:	
Zone:	
Tax ID Number:	
Date Received:	
Received By:	
Reviewed By:	
Date Completed:	

Application for Master Plan / Physical Constrains Analysis / Density Determination - JSPA

Application Fee: \$1500 + \$10 per developable acre

Note: Applicant must check off each item and provide the attached checklist with the application or it will not be processed.

Owner(s) of Record

Full Name:			Date:	
Last	First	M.I.		
Address:				
Street Address			Apartment/Unit #	
City			State	ZIP Code
Phone:	E-mail Address:			

Applicant or Authorized Representative (if other than above owner) to Whom All Correspondence Is To Be Sent

Full Name:				
Last	First	M.I.		
Address:				
Street Address			Apartment/Unit #	
City			State	ZIP Code
Phone:	E-mail Address:			

Project Information

Project Name:			
Planning Area: (See Land Use Map in the Wasatch County General Plan – map #23, page 135)			
Project Location:			
Street Address		Subdivision/City	
Parcel Number(s)	Section(s)	Township(s)	Range(s)
Project Description: (Including number of lots or units, acreage and/or building square footage)			

Prior Approvals and Conditions: (list any prior county approval/permits issued for the subject property as well as any conditions from them)

The below checklist must be included with your application with all items checked off as complete or your application will not be processed.

Master Plan / Physical Constrains Analysis / Density Determination Checklist - JSPA

Requirements:

The following documents and plans are required to be submitted to the Wasatch County Planning Department for review and comment as part of the master plan density, amended density and constraints analysis submittal. The Wasatch County Planning Department will review the documents and determine if the submittal is complete, and make a preliminary determination for consistency with the JSPA intent. Plans will not be processed until the application is deemed complete by the planning department.

If the concept design is deemed inconsistent the Planning Department will outline the inconsistencies and work with the applicant to amend the submittal.

The following items are minimum requirements for submission to the Planning Department. **In addition to these requirements, a copy of the entire application and all documents in 'pdf' form on a CD must be submitted:**

Concept Plan & Guidelines

1. Documentation

- ☐ Written Authorization from Landowner
- ☐ Proof of Purchase of Water Rights from JSSD
 - ☐ Proof of delivery system and ability to serve on site and future development (off site as well, if applicable).
 - ☐ Proof of capacity or a plan to provide capacity for fire flow to serve on site and future development (off site as well, if applicable).
 - ☐ Parcel or tax identification number

2. Analysis

- ☐ Location and description of existing and proposed Right of Ways.
- ☐ Location and description of existing & proposed easements.
- ☐ Identify physical constraints on plans and provide written representation of each of the following:
 - ☐ Existing topography, using a minimum 10-foot contour intervals
 - ☐ Existing natural slopes greater than 30%
 - ☐ Fault lines and fault line setback zones
 - ☐ Wetlands/Waters of the U.S
 - ☐ Landslide hazard areas (as applicable)
 - ☐ Alluvial fan flood debris flow, and collapsible soil hazards
 - ☐ Shallow groundwater hazards
 - ☐ Areas of springs and seeps
 - ☐ Surface water
 - ☐ Recommended locations of detention basins
 - ☐ Established road and utility corridors
 - ☐ Ridgeline impact analysis with massing study (as required by the planning director)
 - ☐ Existing vegetation and identification of potential issues
 - ☐ Sensitive areas plan, including but not limited to unique geologic and/or historic sites character, wildlife habitat and environmentally sensitive areas
- ☐ Stream drainage corridors

3. Design Concepts

- ☐ Two (2) copies of plans on D-Sized sheets (24"x36");
- ☐ One (1) complete 11"x17" reduced set of plans.
- ☐ Provide one (1) copy electronic file: DWG, DXF File format in either State Plane Central Zone NAD 27 or 83 or UTM NAD 27 or 83 (in feet or meters) coordinate system;
- ☐ Each set of plans shall show a minimum of the following:

- ☐ The overall concept site plan shall be submitted at a minimum 1" = 200' (or as noted or directed by County Planning Director).
 - ☐ Project name and address
 - ☐ North point, scale, date
 - ☐ Boundary and total acreage
 - ☐ Nearest section corner the project resides within and township(s) & range(s)
 - ☐ Location of entire development in relation to surrounding neighborhoods & developments.
- ☐ General Concept Layout
 - ☐ Layout Plan
 - ☐ Overall development layout
 - ☐ Showing buildings, hardscape, landscape, areas, parking and roads
 - ☐ Focus areas (minimum scale 1"=40')
 - ☐ Resort Village
 - ☐ Residence common areas
 - ☐ Entry features
- ☐ Phasing Plan showing potential project groupings
- ☐ Land Use Plan
 - ☐ Land use type breakdown
 - ☐ Summary of Acreage, Density, ERU's, and Office, Commercial, and residential square footage
- ☐ Public Space locations and acreages
- ☐ Identify % open space
- 4. General Building Concept Locations
 - ☐ Calculation of ERUs
 - ☐ Concept building footprints
 - ☐ Proposed retaining wall locations
 - ☐ Views Analysis with building massing
- 5. Site Preservation Areas
 - ☐ Open space location and acres
 - ☐ Protected areas location and acreage
 - ☐ Conservation easements
- 6. Mobility Concept Master Plans
 - ☐ Vehicular Circulation Master Plan - Identify the following:
 - ☐ Road Network—concept plans with proposed slopes & street sections from building to building with rights of way.
 - ☐ Indicate and label all streets, points of ingress and egress to the site or adjacent thereto
 - ☐ Secondary access locations and widths
 - ☐ Service access and screening methods
 - ☐ Parking Plan – Structured or Surface
- 7. Transit Master Plan (if necessary) - Identify the following:
 - ☐ County Coordination required
- 8. Pedestrian and non-motorized Circulation Master Plan - Identify the following:
 - ☐ Internal site walks & paths
 - ☐ Trails master plan
 - ☐ Trails integration plan
- 9. Utility Master Plan - Identify the following:
 - ☐ Culinary water, waste water, secondary water systems layouts
 - ☐ Dry utilities
 - ☐ Natural Gas
 - ☐ Electricity
 - ☐ Communications
 - ☐ Grading & Storm Drainage Plans
 - ☐ Storm water quality and conservation narrative and potential detention areas

- ☐ Utility access and screening methods
- 10. Additional narratives provided for the following:
 - ☐ Dark Sky Initiative Compliance Narrative
 - ☐ Building Materials
 - ☐ Design Intent
 - ☐ Snow management plan
 - ☐ Refuse removal management plan
 - ☐ Recreational uses
- 11. Guidelines and Plans
 - ☐ Outline Design Guidelines for Common Design Elements:
 - ☐ Signage locations and narrative, Branding and Wayfinding, Street furniture, Lighting Approach, Etc.
 - ☐ Trails and Cart Path
 - ☐ Architectural Theme & Features
 - ☐ Residential Areas (11x17 booklet format with precedent images)
 - ☐ Resort Village Areas (11x17 booklet format with precedent image)
 - ☐ Parking Guidelines and Plans
 - ☐ Locations and narrative
 - ☐ Recreational/Amenities Plans
- 12. Out-of-pocket account
 - ☐ Establish an out-of-pocket account with the Planning Department to pay for outside reviews and consultant services to be maintained throughout the approval process.
- 13. Development Agreement
 - ☐ Copy of complete Development agreement

Please Read And Sign Before Application Submittal

I declare under penalty of perjury that I am the owner or authorized agent of the property subject to this request and the foregoing statements, answers and attached documents are true and correct. I also certify that I have fully completed the application and provided all of the above listed items other than those specifically deemed not necessary by the Planning Department. As the applicant for this proposal, I understand that applications will be reviewed for completeness by planning department staff. If complete, the application will be vested under laws and ordinances in place at the time the application was submitted. Incomplete applications will be returned to the applicant. I further understand I will be notified when my application has been deemed complete. At that time, I expect that my application will be processed within a reasonable time, considering the work load of the Planning Department.

Signature of
Owner/ Agent: _____ Date: _____

IMPORTANT:

Your application cannot be processed until determined complete by the Planning Staff. An application shall be considered complete when all applicable fees (such as: Special Service District, fire, out-of-pocket expenses, etc.) are paid and all items listed on the application and included checklist are provided or considered not applicable by the Planning Office. All application fees are non-refundable.